CONTINIA
SOFTWARE

How to avoid entries

Avoid time-consuming entries of purchase invoices. After a quick scan invoice information will be recognized and data is recorded automatically in Dynamics NAV, ready for approval through a NAV or web client. And in the digital archive, you get quick and easy access to the original documents, so you do not have to search in the binder file.

For Microsoft Dynamics™ NAV

With Continia Document Capture you can scan, perform OCR, record and archive all types of documents directly in Microsoft Dynamics NAV. Easy and fast in just the way you want - included that all invoices are approved.

Tight integration with the Purchases & Payables module in Microsoft Dynamics NAV makes it possible to scan purchase invoices upon receipt, automatically capture each invoice line, and match it to an existing purchase order. Using Dynamics NAV Document Approval, approvers are notified by e-mail when an invoice requires their attention and the system will await their approval before the invoice is released for posting and payment. During the approvals process, approvers are able to see a copy of the original document as an on-screen scanned image and can approve, reject, or delegate the invoice. Continia Document Capture ensures that the accounts payable department has an overview of the entire process, and provides the right tools to easily and efficiently manage purchase invoice processing.

Through highly-configurable templates, Continia Document Capture can handle any type of document, such as Vendor Statements, Order Confirmations, Contracts, Agreements, Certificates, and Letters. For each document type, you can configure rules that determine what information needs to be captured and registered.

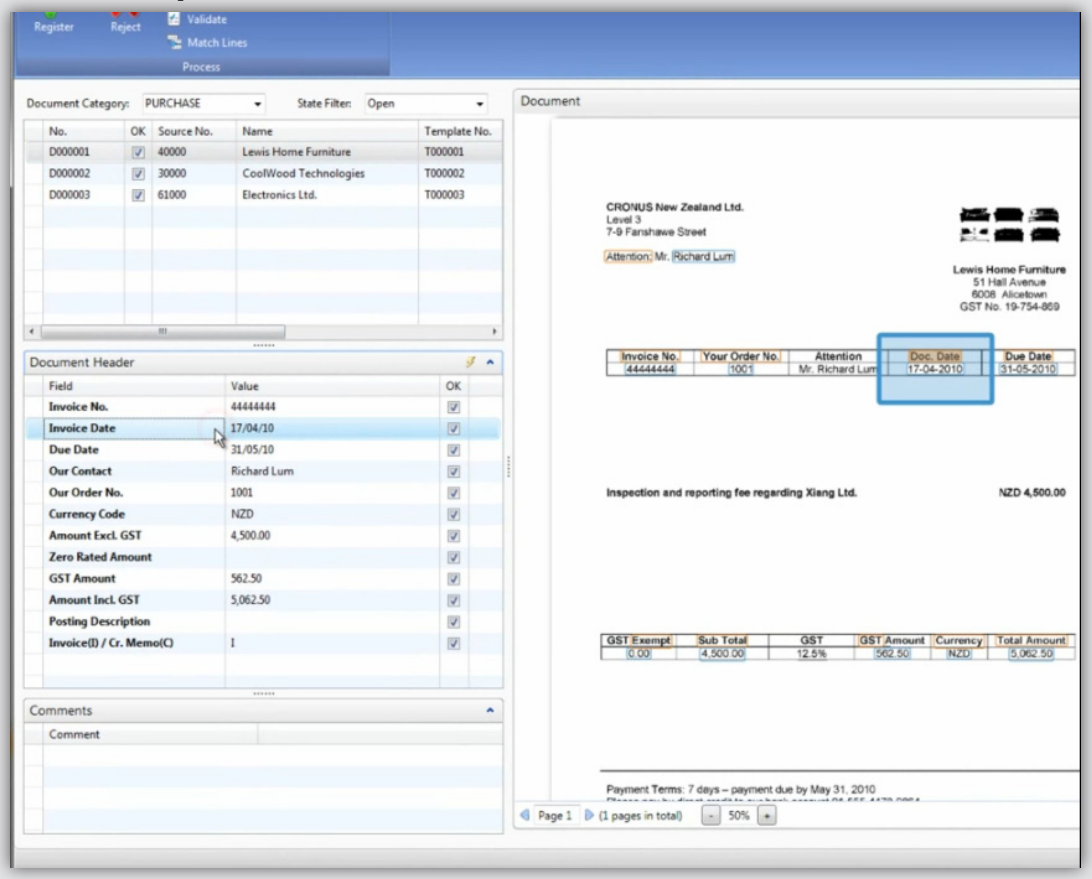
Value features

- **Local and remote scanning into Microsoft Dynamics NAV**
- **Automatical download and register PDF files without manual processes**
- **Award winning OCR technology brings you outstanding accuracy whatever language and dialect you use**
- **Handling unlimited number of document types**
- **Automatic recognition of providers**
- **Purchase invoices are handled directly from the NAV approval flow through a NAV or web client**
- **All configuration of document handling is administered in NAV**
- **Digital archive where documents are fully indexed and searchable**

Scanning

Scanning is performed directly within Dynamics NAV and, by leveraging the power of ISIS drivers and VRS technology, you get high-speed and high quality results. VRS reduces the time involved in manual document preparation and enhances the quality of scanned images. Many organisations rely on document-driven processes that originate at a remote location but must be completed elsewhere. Remote scanning allows you to capture documents and data from your organisation's remote offices directly into the central Dynamics NAV system.

Click & Capture



Special Click & Capture functionality means that when you select a field in Microsoft Dynamics NAV, the area where the value is retrieved, is highlighted in the scanned document.

PDF files

Receiving documents in PDF format from business partners is something that happens daily in most companies. Although an industry standard, PDF contains data in an unstructured format and usually needs to be printed and archived when it comes to purchase invoices and other legal documents.

With Continia Document Capture you can process all files received in PDF format directly, without printing and re-scanning files. PDF files can be downloaded automatically by Document Capture from a predefined e-mail address and these files can be OCR processed without any user interaction.

OCR technology

Award winning OCR technology brings you outstanding accuracy which is a key to the document analysis performed by Continia Document Capture. Barcodes are automatically detected and more than 180 languages and dialects are supported by the OCR engine.

Unlimited document types

Through highly-configurable templates, Continia Document Capture can handle an unlimited number of document types such as Purchase Invoices, Order Confirmations, Contracts, Agreements, Certificates, Letters, and many more.

Document analysis

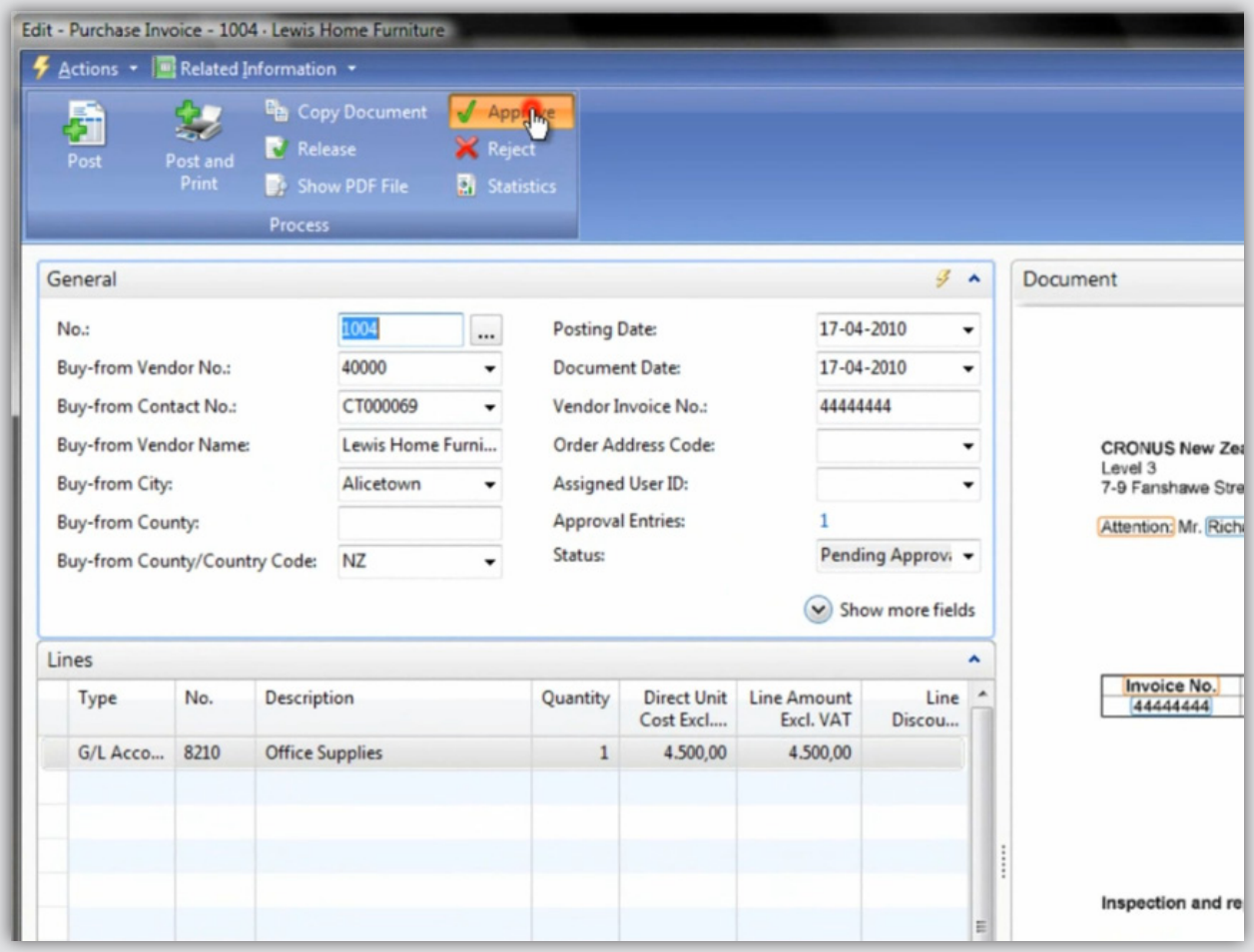
Continia Document Capture's sophisticated analysis engine makes it possible to capture fields and values from the document, all based on predefined templates and labels. Optimised templates and fields with built-in validation and formatting-rules results in high recognition accuracy, and ensures that captured values conform to appropriate rules and standards within NAV.

Purchase invoices and approvals

Purchase Invoices are scanned upon receipt where invoice lines can be recognised and matched with existing purchase orders. Using Dynamics NAV document approval, approvers are notified by e-mail and the system awaits his or her approval before the invoice is released for posting and payment. During the approval process, approvers are able to see a copy of the original document and can approve, reject, or delegate the invoice.

Continia Document Capture ensures that the accounts payable department has an overview of the entire process, and provides the right tools to easily and efficiently manage purchase invoice processing.

Approving purchase invoices



Approver can approve, reject, or delegate approval of the invoice. After approval status will be changed to released, which means it is ready for posting.

Everyone are able to approve invoices

Document Capture HJ | CRONUS Danmark A/S MASTER | English | Historical Documents | Log Off | Change Password

Invoice 1002

Go to list | Approve (MR) | Reject | Delegate PDF: Zoom | Download

Electronik til alt
Fredericiavej 22
2970 Hørsholm
Danmark

Vendor Document No.	Invoice Date	Due Date
77777	14-04-10	21-04-10
Purchaser	**Område**	**Forretningsgruppe**
HJ		
Currency Code	**Amount Excl. VAT**	**Amount Incl. VAT**
DKK	5,761.00	7,201.25

Last Comment Added 07-10-11 9:05 AM
Henrik Jensen: As agreed. Perfect.

CRONUS Danmark A/S
Ringen 5
9900 Kugleby
Attention: Henrik Jensen

FAKTURA 77777

Bilagsdato 14-04-10
Betalingsdato 21-04-10

Electronik til alt
Fredericiavej 22
2970 Hørsholm
Konto 8888 - 888888888
CVR-nr. 99999999

Nummer	Beskrivelse	Antal	Pris	Beløb
IPAD	iPad 64GB	1	4.623,00	4.623,00
MOUSE	Apple mus	1	339,00	339,00
HEADSET	Apple bluetooth headset	1	799,00	799,00

BELØB EKSKL. MOMS: 5.761,00
MOMS 25%: 1.440,25
BELØB INKL. MOMS: 7.201,25

Vi var opmærksom på at alle produkter er underlagt Apple internationale varemærke og reklamationer

Posting Lines

TYPE	NO.	VAT	DESCRIPTION	JOB NO.	JOB TASK NO.	PROJEKT	QUANTITY	PRICE	AMOUNT
Item	80001:	MOMS	iPad 64GB	SV. H.	1120:	MERC	1	4,623.00	4,623.00
Item	80002:	MOMS	Apple mus	SV. H.	1120:	TOYO	1	339.00	339.00
Item	80003:	MOMS	Apple bluetooth	SV. H.	1120:	VW: V	1	799.00	799.00
			Betalings-id:						
			+71<0000120700						

Add Line

AMOUNT EXCL. VAT (DKK) 5,761.00
VAT AMOUNT (DKK) 1,440.25
AMOUNT INCL. VAT (DKK) 7,201.25

Comments

Add your comment

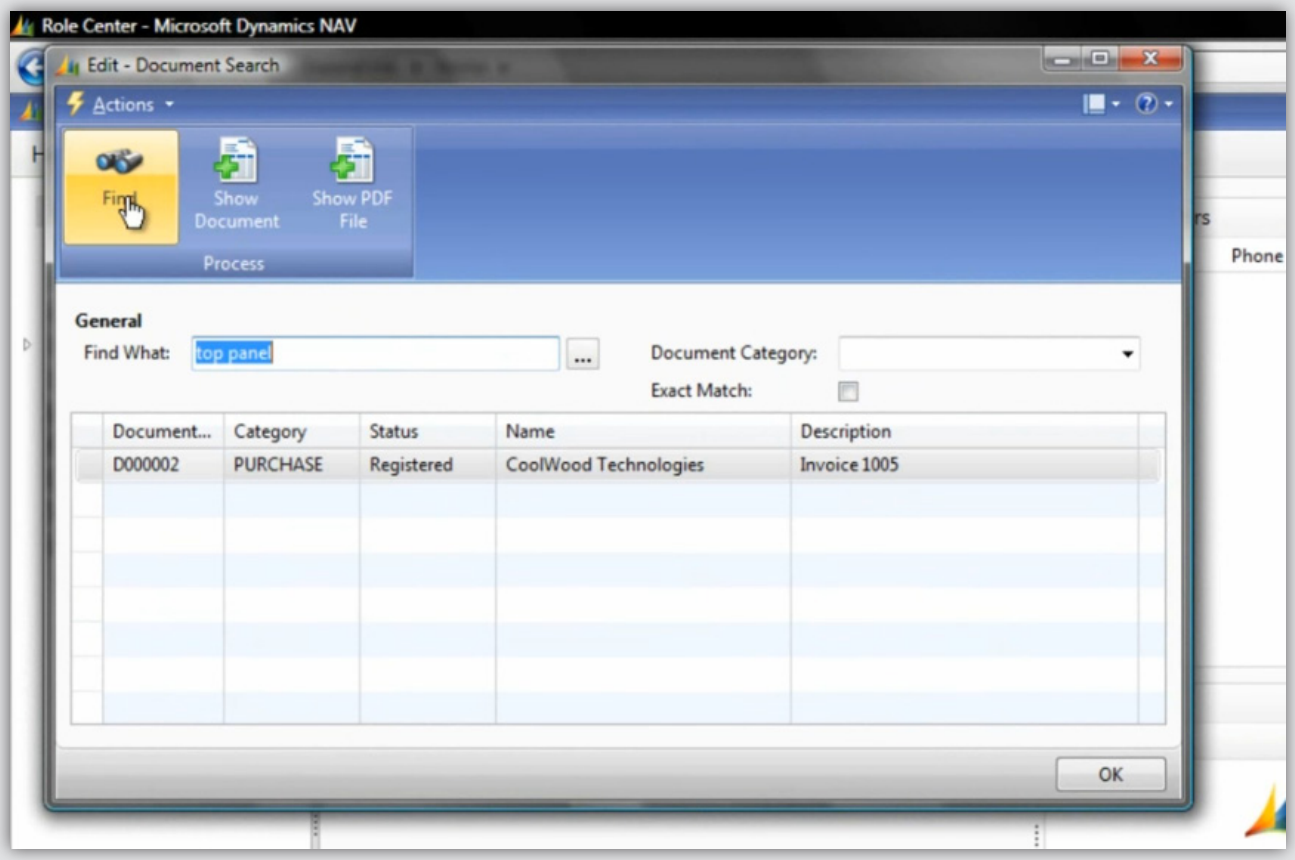
Save my comment

Previous comments

TIME	USER	COMMENT
07-10-11 9:05 AM	Henrik Jensen	As agreed. Perfect.

Not only Microsoft Dynamics NAV users are allowed to approve invoices. Other colleagues are able to comment, approve, reject, delegate to another colleague or add on account number or other dimensions at each line. All this is handled through your web browser.

Your new digical archive



Your new digital archive makes it easy to see the original invoice - also in PDF format. You can search after text in all kinds of documents. From text search results you can get direct access to the registered document.

Digital archive

All documents are stored electronic in PDF/A format, and are easily accessed from Dynamics NAV. From a posted purchase invoice you can bring up the original scanned document with just one click. The digital archive is integrated with the Interaction Log in the Sales & Marketing module, making it possible to access all documents related to a company or contact person. Documents are indexed in Dynamics NAV, making it possible to perform full text searches against all documents. For example, you could search for a specific serial number that you purchased, a job, or maybe an item.

How to buy

End User: Continia add-on products are sold exclusively through Microsoft Partners. If you want to buy our products or require further information please contact your Microsoft Dynamics Partner.

Microsoft Partners: Continia Software offers add-on products within Microsoft Dynamics AX, NAV, XAL and C5 through Microsoft Partners. Our products are available and accessible to all Microsoft Partners. To get started please register at Continia PartnerZone.